

St. Cyprian Parish School

November 12, 2020

RE: Elementary School Waiver for St. Cyprian Parish School

To Whom It May Concern:

As the principal of St. Cyprian Parish School in Long Beach, I am writing this letter to support our elementary school returning to modified, in-person instruction for our students in grades TK-2nd. Our school has used the requirements of the health department as well as the CDC to prepare our campus. We have acquired Personal Protective Equipment (PPE) for students, staff, and visitors, and have consulted with staff and parents in regards to safely returning to campus through our school's reopening plan.

We thank you in advance for your consideration and if there are any questions or concerns, or need further information, please feel free to contact me at (562) 425-7341.

Sincerely,

Mrs. Radielle Pourroma

Mrs. Rachelle Riemersma

Principal



Reopening Protocols for K-12 Schools: Appendix T1

Recent Updates - Changes highlighted in yellow throughout the document.

10/27/20: Updated to modify the proportion of students who may receive specialized services on campus at any one time. All schools may have up to 25% of full student capacity on campus at one time, to provide in-person specialized support and services to students of high need, with the exception of schools that have received a waiver to reopen for all students in grades TK - 2. Schools that have received a TK - 2 waiver may bring back up to 25% of total students in grades 3 and above on campus at one time to provide specialized support and services.

10/21/20: A supervising adult may be assigned to 2 different stable student cohorts if the adult offers specialized services/supports that cannot be provided by any other supervising adult. College admission tests, including PSAT, ACT, and SAT exams, may be conducted at schools as long as students are appropriately cohorted and physical distancing and infection control practices are adhered to for the duration of the test.

Schools that provide child care services for school-aged children on their campus must file a notification to LAC DPH.

A County waiver program that allows return of students in grades $\frac{TK-2}{}$ for general inclassroom instruction is open and accepting applications.

Required and recommended practices for student transportation on buses have been updated and clarified.

Alternatives to EPA approved disinfectants including bleach or alcohol-based disinfection solutions along with cautions for use have been added. Guidance and cautions around use of hand sanitizers containing ethyl alcohol versus isopropyl alcohol have been revised.

The County of Los Angeles Department of Public Health is adopting a staged approach, supported by science and public health expertise, to enable schools serving students from kindergarten through grade 12 to reopen safely. In addition to the conditions imposed on schools by the State Public Health Officer and the California Department of Education, schools must also be in compliance with these employee and student safety and infection control protocols.

Please note: This document may be updated as new information and resources become available. Go to http://www.ph.lacounty.gov/media/Coronavirus/ for updates to this document.

This document starts with a discussion of current provisions for on-campus education in Los Angeles County, followed by information about safety strategies specific to the school environment.

The TK-12 reopening checklist starts on page 4, and provides safety measures in five areas:

- (1) Workplace policies and practices to protect employee and student health
- (2) Measures to ensure physical distancing
- (3) Measures to ensure infection control
- (4) Communication with employees, students and families of students and the public
- (5) Measures to ensure equitable access to critical services.

These five key areas must be addressed as your facility develops any reopening protocols. Schools must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the setting.



Special guidance for the TK-12 setting

All K-12 schools in California counties that are in Tier 1 of the State's Blueprint for a Safer Economy, including Los Angeles County, are prohibited from reopening for in-person instruction. During this period, when schools are generally restricted to remote learning, four types of on-site programming are permitted. In compliance with this order and aside from these exceptions, K-12 schools in Los Angeles County may open only for remote learning. During this period, employees and staff, as defined below, may report to school campus for work in order to support essential operations, implement of remote learning or conduct on of the four permitted types of on-campus learning. These are:

Day care for school-aged children and/or child care programs located in schools,

- LEAs and schools that offer day care services for children at schools must be in compliance with the DPH protocol for <u>Programs Providing Day Care for School-Aged Children or the Guidance for ECE Providers</u>. Programs that wish to provide day care for school aged children at schools should communicate with their Community Care Licensing <u>Regional Office</u> to inquire regarding the availability of waivers for licensed child care facilities and license-exempt providers due to COVID-19. For additional information see <u>PIN 20-22-CCP</u>.
- Schools that provide child care programs for school-aged children on their campus must file the notification for <u>Child Care Services for School-aged Children on K-12 School sites</u> with LAC DPH.

Specialized services for defined subgroups of children who need in person services and supports

- LEAs and schools are not required to provide specialized, in-person services, but those that do so may serve students with IEPs, students who are English Language learners, and students with needs that cannot be met through a virtual instruction platform. These students may be served as needed, provided that the overall number of students present on-site does not exceed 25% of total student body at any one time. An exception to this 25% rule is schools that have received a waiver to return students in grades TK 2 for in person instruction. Schools that have received a waiver are permitted to bring all students in grades TK 2 back to campus including high need students in those grades. In that situation, the school may also bring up to 25% of total student enrollment in grades 3 and above at any one time for specialized support and services for high need students in those grades, as long as the school can adhere to distancing, infection control, and cohorting requirements.
- Specialized services may include but are not limited to occupational therapy services, speech and language services, other medical services, behavioral services, educational support services as part of a targeted intervention strategy, or assessments, such as those related to English Learner status, Individualized Education Plans and other required assessments.
- No child may be part of more than one cohort. Students who are part of a cohort may leave the cohort for receipt of additional services. Any additional services, however, must be provided one-on-one by the appropriate specialist in a secure space that is apart from all other people.
- Schools must agree to cooperate with DPH with regard to screening, monitoring and documentation that will be required to permit careful scrutiny of health outcomes associated with this initial period of expansion.
- To the extent consistent with specialized needs of students in a given cohort, use of outdoor space for at least 50% of the school day is strongly encouraged
- LEAs and schools that choose to implement these on-site services for students with specialized needs, must inform the Los Angeles County Department of Public Health of their plans prior to start of services. If a school has already been approved for a waiver to reopen for students in grades TK 2, the school still is required to file a notification to provide services to students with special needs



if the school intends to bring students back to campus in addition to those in grades TK - 2. A reporting form can be found at Small Group Instruction Notification Form.

- Further information from the State concerning specialized services may be found at Specialized Support and Services.
- On-site instruction of children in grades TK-2 by schools that have received a Department of Public Health waiver for in-person education.
 - No school may bring students in grades TK-2 onto campus for general in classroom instruction prior to a waiver being approved.
 - Full instructions and the waiver application form are available here.
- Students may come on campus for supervised administration of college admission tests, including PSAT, ACT, and SAT exams.
 - College admission tests, including PSAT, ACT, and SAT exams, may be conducted at schools as long as students are appropriately cohorted for the entire duration of the assessment (no more than 12 students in each classroom with a distance of at least 6 feet between students and between students and teachers
 - All students and staff are wearing face coverings for the entire time on campus, infection control directives are in place,
 - There is no gathering at arrival and dismissal times or during test breaks.

All measures to ensure the safety of employees and students in this protocol for Reopening of TK-12 Schools and in the associated protocol for K-12 Exposure Management must be implemented and are applicable to all on-site personnel, including those providing specialized services. The following paragraphs highlight safety strategies specific to the school environment.

COHORTING

For all four types of on-site programming students must be organized and proceed through the day within cohorts, defined as a stable group of no more than 12 children or youth and no more than two supervising adults in a supervised environment in which supervising adults and children stay together for all activities (e.g., meals, recreation, etc.), and avoid contact with people outside of their group in the setting.

- Note that if a cohort has fewer than 12 children or if a child stops attending a previously full cohort other children who are not already assigned to a cohort can be added to the group to reach the maximum of 12, provided all the children, once assigned remain with the same cohort at all times.
- If some children are assigned to a stable cohort but only attend part-time, they must be counted
 as full members against the maximum of 12. Part-time members cannot "share" their slot with other
 part-time_students. Other_children_cannot_be_added_in_order_to_reach_the_maximum_of_12participants at all times.
- Aides assigned to individual children do not have to be counted as supervising adults. They must, however, be counted against the maximum of 14 individuals who can be included in a cohort.

Important additional details for implementation of cohorts are available from the CA Department of Public Health at Guidance for Small Cohorts.

LIMITED ON-CAMPUS DENSITY

While Local Education Agencies (LEAs) or schools may configure as many cohorts as are appropriate to meet student needs for specialized services, the total on-campus population may not exceed 25% of the total student body at any one time for this particular purpose. The 25% limit does not apply to school age children on campus receiving day care while engaged in distance learning activities, nor does it apply to students in grades TK - 2 returning after granting of a school waiver. Schools that have been granted a waiver to return students in grades TK -2 may bring additional students onto campus for specialized services in grades above grade 2 but not up to 25% of total student enrollment. If the school has been



granted a waiver for grades TK - 2, schools may bring additional students onto campus for specialized services and assessments up to a maximum of 25% of student enrollment in grades 3 and above, as long as the school can adhere to distancing, infection control, and cohorting requirements.

SUPERVISING ADULTS

A supervising adult is an adult assigned to one cohort of children or youth, who does not physically interact with any other cohorts. Supervising adults may be child care staff, certificated or classified school staff, volunteers, participating parents or caregivers, or other designated supervising adult(s). An aide who is present to provide support to an individual child should be counted as a member of the cohort but not as a supervising adult. A supervising adult may be assigned to 2 different stable cohorts if they offer specialized services/support that cannot be provided by any other supervising adult.

SUPERVISED ENVIRONMENTS

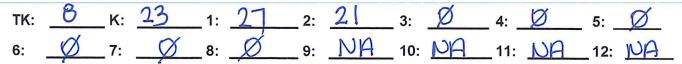
A supervised care environment is an environment where multiple children or youth, from multiple families or households, are supervised simultaneously by an adult. This includes, but is not limited to, licensed child care facilities, licensed exempt child care programs, supervised programs on a school site while a school is not in session or is providing curriculum in a distance-learning format, or where some educational services are being offered to a subgroup of students defined by a local educational agency on a school.

TK to Grade 12 Reopening Checklist

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Institution name:	St. cyprian parish school
Address:	5133 E. Arbor Rd. Long Beach 90808
Maximum Occupancy, per Fire Code:	372
Approximate total square footage of space open to faculty and/or students:	22,314

Estimated total number of administrators, teachers, and other employees that will be returning to support resumption of all permitted in person services for students:

Estimated total number of students that will return per grade (if none, enter 0):



NOTE: The terms "employees" and "staff" are used in these protocols to refer to individuals who work in a school facility in any capacity associated with teaching, coaching, student support, provision of therapies or personal assistance to individual students, facility cleaning or maintenance, administration, or any other activity required for the school to function. "Employees" or "staff" may include individuals who are: paid directly by the relevant school system, paid by entities acting as contractors to the school, paid by outside entities acting in collaboration with the school to serve students, paid by third parties to provide individual student services, or unpaid volunteers acting under school direction to carry out essential functions. The term "parents" is used in these protocols to refer to any persons serving as caregivers or guardians to students.



A. WORKPLACE POLICIES AND PRACTICES TO PROTECT STAFF ("EMPLOYEES") AND STUDENTS (CHECK ALL THAT APPLY)

The school has a COVID-19 Containment, Response and Control Plan that describes the school's comprehensive approach to preventing and containing the spread of COVID-19 on campus. The Plan includes, but is not limited to the following elements:

- A designated COVID-19 Compliance Team that is responsible for establishing and enforcing all COVID-19 safety protocols and ensuring that staff and students receive education about COVID-19. One member of this team is designated as a liaison to DPH in the event of an outbreak on campus.
- A plan or protocol, for steps that will be taken immediately upon notification of school officials that any member of the school community (faculty, staff, student or visitor) tests positive for, or has symptoms consistent with COVID-19. The plan addresses:
 - Immediate separation of the case from the school community to self-isolation at home if notification occurs while the case is on-site. The plan must allow for temporary, on-site isolation of the case if arrangements are needed for the person's return to their home.
 - Factsheets or other informational materials that are to be given to the case (or appropriate family member/s if the case is a child) covering regulations governing self-isolation and links to sites with further information.
- A plan or protocol to initiate a <u>School Exposure Management Plan</u> consistent with DPH guidance that outlines procedures for:
 - Isolation of case(s);
 - o Identification of persons exposed to cases at school:
 - Immediate quarantine of exposed employees and/or students; and
 - Assurance of access to testing for all exposed individuals within the school as the basis for further control measures.
 - Reporting all COVID-19 exposures at the school to the Department of Public Health by completing the COVID-19 Case and Contact Line List for the Educational Sector.
- A plan to immediately report a cluster of cases (3 or more cases within 14 days) to the Department of Public Health via email at ACDC-Education@ph.lacounty.gov or by calling (888) 397-3993 or (213) 240-7821. The Department of Public Health will work with the school to determine whether the cluster is an outbreak that will require a public health outbreak response.
- Contingency plans for full or partial closure of in-person school operations if that should become necessary based on an outbreak in the school or community.
- A plan or protocol for incorporating surveillance testing into regular school operations of all school personnel.
 - The plan must describe the strategy for ensuring access to periodic testing for all school personnel to be implemented when instructed by the Department of Public Health based on local disease trends and/or after resolution of an outbreak at the school.
 - The plan must provide that all surveillance testing results will be reported to the Department of Public Health
- Vulnerable employees (those above age 65, and those with chronic health conditions that would place them at high risk if infected) are assigned work that can be done from home whenever possible. Employees in this category should discuss any concerns with their healthcare provider or occupational health services to make appropriate decisions on returning to the workplace.
- Work processes are reconfigured to the extent consistent with academic requirements and student



needs to increase opportunities for employees to work from home.

- In compliance with wage and hour regulations and school mandates, alternate, staggered or shift schedules have been instituted to maximize physical distancing where possible.
- All employees have been told not to come to work if sick or if they have been exposed to a person who has COVID-19. School officials have provided information to employees regarding employee or government sponsored leave benefits, including their right to paid sick leave as guaranteed by the Families First Coronavirus Response Act.
- Use of school facilities for non-school purposes (community meeting or events, on-site clinic visits by people who are neither students nor staff, etc.) is not permitted.
- Employee screenings are conducted before employees may enter the workspace. Checks must include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and if the employee has had contact with a person known to be infected COVID-19 in the last 14 days.
- These checks can be done remotely or in person upon the employees' arrival. A temperature check should also be done at the worksite if feasible.
- Anyone entering school property (school buses as well as school buildings and grounds) who has contact with others (students, parents or other employees) is required to wear a cloth face covering.
 - Employees who have contact with others are offered, at no cost, an appropriate face covering that covers the nose and mouth. The covering is to be worn by the employee at all times during the workday when in contact or likely to come into contact with others. Employees who have been instructed by their medical provider that they should not wear a face covering should wear a face shield with a drape on the bottom edge, to be in compliance with State directives, as long as their condition permits it. A drape that is form fitting under the chin is preferred. Masks with one-way valves should not be used.
 - Employees need not wear a face covering when the employee is alone in a private office or a cubicle with a solid partition that exceeds the height of the employee when standing.
 - A medical grade mask is provided to any employee who cares for sick children or who has close contact with any child with a medical condition that precludes the child's use of a cloth face covering.
 - Alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and who cannot use or tolerate cloth face coverings.
- Employees are instructed to wash or replace their face coverings daily. Parents are instructed to ensure that children have clean face coverings.
- All individual employee workstations or areas used by employees working as part of a team allow for separation of at least 6 feet. Classroom furniture is arranged to permit a distance of at least 6 feet between the teacher's desk and the nearest student(s).
- In compliance with wage and hour regulations, breaks are staggered to ensure that physical distancing can be maintained in break rooms.
- All employees, on-site contractors, vendors and delivery personnel have been provided instructions regarding maintaining physical distancing and the required use face coverings when around others.
- ☐ Break rooms, restrooms, classrooms, and other common areas used or visited by staff are disinfected frequently, on the following schedule:

0	Break rooms	after each use	
0	Restrooms	twice daily	
0	Classrooms	at the end of each day and during breaks	



	0	Laboratories N/A
	0	Nurse's office after each use and at the end of the day
	0	Counseling and other student support areas NA
	0	Front office twice daily
	0	Other offices wile daily
	0	Other (auditorium, gymnasium, library if in use)
	. 0	, 53
¥	such a	ouch areas in staff breakrooms are frequently disinfected, and commonly shared items, as coffee pots, pots, and dishes, are replaced with single use items or thoroughly cleaned ach use by a different person.
Ø		ectant and related supplies are available to employees at the following location(s): OCUSTO DI ON
\Delta		sanitizer effective against COVID-19 is available to all employees in or near the following ins (check all that apply)
	6	Building entrance/s,exit/s
	6	Central office
	0	Stairway entrances DIA
	0	Elevator entry (if applicable) N
	✓	Classrooms
	0	Faculty breakroom
	. 0	Faculty offices: NIA
M		and water are available to all employees at the following location(s):
\(\right\)	Emplo	yees are offered frequent opportunities to wash their hands.
\(\rightarrow\)	Each e	employee is assigned their own tools, supplies, equipment and defined workspace to the extent e. Sharing of workspaces and held items is minimized or eliminated.
	Copies	of this Protocol have been distributed to all employees.
		al—Describe other measures:
	(CHEC	URES TO ENSURE PHYSICAL DISTANCING BY STAFF, STUDENTS AND VISITORS CK ALL THAT APPLY)
¥	Maxim or with	um number of employees permitted in facility to maximize physical distancing of at least 6 feet appropriate physical barriers where 6 feet of distancing is not possible, is:
(2).0	body a	um number of students permitted in facility to ensure that no more than 10% of the total student at any one time and to maximize physical distancing of at least 6 feet or with appropriate all barriers where 6 feet of distancing is not possible, is:
NA	Measu must in	res are in place to ensure physical distancing of students on school busses. These measures oclude (check all that apply):
	0	A maximum of one child per bus seat.

o Face coverings required at all times.



Use of alternating rows (strongly recommended but not required).

0	Open windows (if air quality and rider safety concerns allow, especially if alternating rows is not implemented).
☑ Addition	onal measures in use to ensure physical distancing (Check all that apply):
DIAO	Staggered school start times to permit more than one trip per bus at school start and close. Implementation of measures that make it easier for parents to drive students to school, such as availability of early opening with staff presence, expanded short-term parking at schools, and presence of staff at drop-off areas to assure safe movement of students from drop-off to school entry.
Muo	Implementation of measures that facilitate safe and age-appropriate student travel to school including Safe Routes to School walking groups, use of school crossing guards, bicycle safety and bike route programming.
	 Parents have been engaged in working with school personnel to assure that alternative transportation options are appropriately supervised and have incorporated strategies for physical distancing and use of cloth face coverings.
6	Building infrastructure is adapted to maximize support for bicycle commuting and capacity for bike storage is increased if possible.
0	Other:
Measu throug	ures are in place to ensure physical distancing as students, parents or visitors enter and move the school building. These must include (check all that apply):
8	Schedules are adjusted to ensure that only one cohort is moving through common spaces (such as hallways and bathrooms) at a given time.
	School employees are deployed in hallways to assure physical distancing as students enter, go through symptom checks and proceed to classrooms.
NA	Elevator capacity, if applicable, is limited to the number of people that can be accommodated while maintaining a 6 foot distance between riders; during peak building entry and exit times, this number can be adjusted to a maximum number of 4 riders at a time for any elevator that does not allow for 6- foot physical distance between riders. All riders are required to wear cloth face coverings.
NA	The following Measures are in place to avoid crowding on stairways:
	 Designation of up and down stairways
	 Staggering of breaks between classes
	 Monitoring of stairways by school staff

Measures are in place to ensure physical distancing within classrooms. These include the following requirements (check all that apply):

A cohorting approach has been adopted school-wide, maintaining a stable group of no more than 12 children or youth and no more than two supervising adults in a supervised environment in which supervising adults and children stay together for all activities (e.g., meals, recreation, etc.), and avoid contact with people outside of their group in the setting, throughout the school day. (A supervising adult may be assigned to 2 different stable cohorts if they offer specialized services/support that cannot be provided by any other supervising adult.)

Other:



	8	In-person class size has been limited to 2 students in elementary grades.
	0	In-person class size has been limited tostudents in middle and high school grades.
	0	The school day has been divided into shifts to permit fewer students per class.
	8	Attendance is staggered to reduce the overall number of students in classrooms on a given day. HYBRD WW or TM
	0	Some classes have been moved entirely online.
	8	Online class attendance and participation is offered as an option for all students for all classes.
	8	Alternative spaces are used to reduce the number of students within classrooms. These may include:
		School library
		 Auditorium Y Smau h a U
		Cafeteria
		Gymnasium
		Other: computer lab, edc room
		Classroom furniture is set up to ensure 6 feet between students at their desks/tables and between students and teachers (placement of desks/tables, use of floor markings to indicate required distance, etc.) to the extent feasible. Where 6 feet of distance is not possible, physical barriers are used to minimize close contacts.
	8	Furniture designed for in-class group activities that bring students closer than 6 feet has been reconfigured or removed from the classroom.
	8	Nap or rest areas in classrooms have students placed 6 feet apart and alternating feet to head.
	*	Teaching methods have been modified to avoid close contact between students for any classes that may usually involve group activities.
	0	Other:
	<u></u>	
7		m class activities are offered outdoors and are selected to permit physical distancing; contact are not permitted.
V	School Policie	policies enforce physical distancing (students maintain distance of 6 feet) in locker rooms. s must include:
	PIC	Offering access to locker rooms only when staff supervision is possible Staggering locker room access
	10	Creating alternative options for storage of student clothing, books and other items.
\checkmark		res are in place to maintain physical distancing during school meals. These must include all that apply):
	8	Meals are eaten in classrooms or outdoors, without any mingling of cohorts from different classrooms.
	NA	If students line up to pick up food, tape or other markings are used to assure a 6-foot distance between any two students.
	8	Staff are deployed during meals to maintain physical distancing and prevent any mixing of students from different cohorts.
	NIA	If meals take place in a cafeteria, mealtimes are staggered to only allow one cohort at a time in



the cafeteria.

If meals take place in a cafeteria, space between all tables/chairs has been increased to support 6 feet of physical distancing. Barriers between tables and/or chairs may be used as an alternative when 6 feet of distancing is not possible.

Food preparation and service operations have been redesigned, where possible, to achieve physical distancing between employees. For example, kitchen and other back of house floors are marked to reinforce physical distancing requirements.

- Measures are in place to permit physical distancing in school areas used for student support services.
 - Student support staff, including school employees (nurses, guidance counselors, therapists, etc.) and employees of adjunct support programs (clinicians, health educators, etc.) have been instructed to maintain a physical distance of at least 6 feet to the extent feasible while engaging in student support activities.
 - Furniture and equipment in school areas used for student support services are arranged to promote a 6-foot distance between any two students and/or between students and staff.
 - Where feasible and appropriate, therapeutic and support activities are conducted virtually.
 - Sharing of equipment and supplies is avoided where possible. Should equipment need to be shared, it must be sanitized before and after each use by a different student and/or employee
 - Staff offering student support services are provided with appropriate Personal Protective Equipment (PPE) per Cal OSHA requirements.
- Measures are in place to permit physical distancing in administrative areas of the school.
 - Signage alerts visitors to the need to maintain a 6-foot distance from school office personnel.
 - Tape or other markings are used to define a 6-foot radius around reception desks or counters.
 - Workstations of administrative personnel have been arranged to permit 6 feet between individuals sharing a space or between office personnel and students or other staff required to visit the space.

C. MEASURES THAT ENSURE INFECTION CONTROL (CHECK ALL THAT APPLY TO THE FACILITY)

- Screening is conducted before students, visitors and staff may enter the school. Screening must include a check-in concerning cough, shortness of breath or experience of fever and any other symptoms the visitor may be experiencing. These checks can be done remotely (using a digital app or other verifiable approach) or in person upon arrival. A temperature check with a no-touch thermometer is included in the symptom check at entry if feasible.
 - Adult visitors and staff who screen positive at entry or who report symptoms at any point during the school day are instructed to return home and self-isolate as required by Health Officer Order of July 1, 2020 (see <u>July 1 Isolation HOO.pdf</u>).
 - Students who screen positive at entry or who report symptoms at any point during the school day are given a surgical mask and accompanied to a pre-selected isolation space where they can remain while arrangements are made for their return home.
 - The COVID-19 Compliance Team (see Section A) is informed of any positive screening result in the school and initiates the School Exposure Management Plan consistent with DPH directives.
 - Adult visitors and staff who have had close contact with an individual who has screened positive are instructed to return home to self-quarantine as required by Health Officer Order of July 1, 2020, until such time as it has been determined that the individual screening positive



for COVID-19 symptoms is negative for COVID-19. (see July 1 Quarantine HOO.pdf).

- Students who have had close contact with an individual who has screened positive for COVID-19 symptoms are accompanied to preselected quarantine space where they can remain until arrangements are made for their return home. This space is apart from the one set aside for symptomatic students. It may be a separate room or an area within the same room that is set apart by a barrier. Once they return home, they are instructed to self-quarantine as required by Health Officer Order of July 1, 2020, until such time as it has been determined that the individual screening positive for COVID-19 symptoms is negative for COVID-19. (see July 1 Quarantine HOO.pdf).
- Screening of adults and of middle and high school age students includes a question about close contact with anyone at home, school or elsewhere that the individual has been told has tested positive for COVID- 19.
 - Any adult who is screened for exposure and reports close contact with an infected person is instructed to leave the school, return home to initiate self-quarantine, and get testing for COVID- 19.
 - Any middle or high school student who is screened for exposure and reports close contact with an infected person is provided with a surgical mask and accompanied to a predetermined space in the school while arrangements are made for them to be picked up by parents in order to initiate quarantine at home. Parents are advised to seek testing for the child.
- Measures are in place to limit risk of infection due to visits by individuals other than staff and students. These must include (check all that apply):
 - Visits to the school by individuals other than staff and students are avoided whenever feasible. Parents of enrolled students are encouraged to conduct business with school personnel remotely when possible.
 - Visitors to the school other than parents of enrolled students are limited to those who are essential for the school's operation. Visitors are by appointment only and are pre-registered in a visitor log that includes a visitor's name, phone number and email address. Visitors are instructed to come to their appointments alone. If a visitor must be accompanied by another person (e.g., for translation assistance, or because the visitor is a minor, or has minor students) their information is captured in the visitorlog.
 - Visitors arriving at the school with non-enrolled children (e.g. younger siblings of students) must ensure that these children stay next to an adult, avoid touching any other person or any item that does not belong to them, and are masked if 2 or older and not at risk due to a respiratory condition.
 - Movement of visitors within the school is limited to designated areas such as the reception or lobby area, offices, conference or meeting rooms, and public rest rooms to the extent feasible. Visitors are not permitted to interact with any cohorts.
 - Visitors arriving at the school are reminded to wear a face covering at all times while in the school. This applies to all adults and to children 2 years of age and older. Only individuals who have been instructed not to wear a face covering by their medical provider are exempt from wearing one. To support the safety of your employees and other visitors, a face covering should be made available to visitors who arrive without them.
- Measures are in place to promote optimal ventilation in the school. These may include (check all that apply):
 - At least 50% of classroom learning, meals, and activities have been moved to outdoor space whenever feasible and weather permitting.



- The school HVAC system is in good, working order.
- HVAC systems are set to maximize indoor/outdoor air exchange unless outdoor conditions (recent fire, very high outside temperature, high pollen count, etc.) make this inappropriate.
- Portable, high-efficiency air cleaners have been installed if feasible.
- Doors and windows are kept open during the school day if feasible and if outdoor conditions make this appropriate.
- o Air filters have been upgraded to the highest efficiency possible.
- Other:
- Measures are in place to ensure appropriate cleaning and disinfecting of space, surfaces and objects throughout the school. These may include (check all that apply).
 - A cleaning and disinfecting schedule have been established in order to avoid both under- and over- use of cleaning products.
 - Buses are thoroughly cleaned and disinfected daily and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers are equipped with disinfectant wipes and disposable gloves to support disinfection of surfaces as needed during a run. Frequently touched surfaces are disinfected after every completed bus route.
 - Common areas and frequently touched objects in those areas (tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, elevator switches and buttons, touch screens, printers/copiers, grab bars, and handrails) are disinfected at least daily and more frequently as resources allow using appropriate products (see below).
 - Use of shared objects is eliminated wherever possible, for example, water fountains are shut down and individual water bottles are provided as an alternative, high touch playground equipment may be taken out of use and replaced with no-touch playground games, etc.
 - Where individualized alternatives are not feasible, for example, in laboratories and art rooms where some equipment may have to be used by multiple students, objects and surfaces are cleaned and disinfected between users.
 - Cleaning products that are effective against COVID-19 (these are listed on the Environmental Protection Agency (EPA)-approved list "N) are used according to product instructions. When EPA-approved disinfectants are not available, alternative disinfectants can be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions). Do not mix bleach or other cleaning and disinfection products together this causes toxic fumes that may be very dangerous to breathe.
 - Custodial and other staff responsible for cleaning and disinfecting school surfaces and objects are trained on manufacturer's directions, Cal OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable.
 - Custodial staff and other staff responsible for cleaning and disinfecting are equipped with appropriate personal protective equipment, including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product
 - All cleaning products are kept out of children's reach and stored in a space with restricted access.
 - Ventilation is maximized during cleaning and disinfecting to the extent feasible If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality.
 - Enhanced cleaning of school premises is done when students are not at school with adequate



time to let spaces air out before the start of the school day.

- Steps are taken to ensure that all water systems and sinks are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
- o Restrooms, lobbies, break rooms, and lounges and other common areas are being disinfected frequently, on the following schedule:

1	Restrooms: Will be work	
1	Lobbies/entry areas: daily	
ı	Teacher/staff break rooms: Jafter each Use	
ı	Class rooms at the end of the day	
1	Cafeteria dining area: Outside eating area: before after	each use
1	Cafeteria food preparation area: \\(\frac{\cappa_1\cappa}{\cappa}\)	
1	Front office: toice daily	
ı	Other offices:	
1	Other areas:	•

- Measures are in place to ensure use of appropriate face coverings by all staff, students and visitors at all times. These must include (check all that apply):
 - ✓ Staff, parents and students are informed of the requirement for cloth face coverings prior to
 the start of school and on a regular basis throughout the school year.
 - All students over age 2 are required to wear cloth face coverings at all times while on school property except while eating, drinking or carrying out other activities that make that preclude use of face coverings.
 - Alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and who cannot use or tolerate cloth face coverings.
 - Information is provided to staff, parents and students concerning proper use of cloth face covering including the need to wash cloth face coverings after each day's use.
 - Signage at the entry to the school, at the entry to the school office and throughout the school building reinforces this requirement and the depicts proper use of cloth face coverings.
 - As feasible, two cloth face coverings are provided to each student at the start of the school year. If that is not feasible, parents and students are given information concerning methods for making their own cloth face coverings.
 - Parents of younger children are encouraged to provide a second face-covering for school each day in case the one a child is wearing gets soiled; this would allow for a change of the face covering during the day.
 - Staff who are deployed at school entry or in hallways or other common areas to reinforce physical distancing also remind students of rules concerning use of cloth face coverings.
 - Employees engaged in activities (such as provision of physical therapy or personal assistance to individual students) which may not permit physical distancing are equipped with appropriate personal protective equipment (gloves, masks, gowns, etc.), as appropriate.
 - Staff taking care of a sick student are provided with a medical grade mask to wear themselves, and a medical grade mask for the student to wear (if it can be tolerated) until the student leaves the building.



NOTE: Staff and students who are alone in closed offices, walled cubicles or other private, enclosed spaces are not required to wear cloth face coverings. Students may also remove cloth face coverings when eating or napping or when wearing a cloth face covering is otherwise impracticable (e.g., while showering, etc.). The school may consider whether it is appropriate for a teacher in the early grades to use a plastic face shield with a tucked-in drape below the chin as a substitute for a cloth face covering to enable the youngest students to see their teacher's face and avoid potential barriers to phonological instruction.

- Measures are in place to ensure frequent hand washing by staff, students and visitors. These must include (check all that apply):
 - Students and staff are given frequent opportunities to wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels (or single-use cloth towels) to dry hands thoroughly. Each cohort is required to use a designated bathroom; should more than one cohort be assigned to use the same bathroom; a color-coded system is used to minimize students from different cohorts using the bathroom at the same time.
 - Younger students are regularly scheduled for frequent mandatory handwashing breaks. including before and after eating, after toileting, after outdoor play, and before and after any group activity.
 - Staff are instructed to model frequent handwashing, especially in lower grades where bathroom time is an opportunity to reinforce healthy habits and monitor proper handwashing.
 - Portable handwashing stations have been placed near classrooms to minimize movement and congregations in bathrooms to the extent practicable.
 - Ethyl alcohol-based (contains at least 60% ethanol) hand sanitizer is made available to students and staff at strategic locations throughout the school where there is no sink or portable handwashing station (in or near classrooms, rooms in which support services are provided, music and art rooms). Ethyl alcohol-based hand sanitizer is preferred and should be used in school environments. Hand sanitizers with isopropyl alcohol as the main active ingredient are not used in the school, as it is more irritating and can be absorbed through the skin.
 - Swallowing alcohol-based hand sanitizers can cause alcohol poisoning. Hand sanitizer is not out in the open and should be used with adult supervision for children under age 9. Faculty and staff have been made aware of the risk of ingestion and that they should call Poison Control at 1-800-222-1222 if there is reason to believe that a student has consumed hand sanitizer.
 - Hand sanitizer, soap and water, tissues and trash cans are available at or near the entrance of the facility, at reception, and anywhere else inside the workplace or immediately outside where people have direct interactions.

Measures are in place to ensure infection control in the school cafeteria or other site at which food is served or picked up.

- Buffet and family style meals have been eliminated.
- Food options include prepackaged meals, hot meals served by cafeteria staff and/or food brought by students from home. ON Ly
- Physical barriers are in place where needed to limit contact between cafeteria staff and students.
 - Optional-Describe other measures:





D. MEASURES THAT COMMUNICATE TO THE CAMPUS COMMUNITY AND THE PUBLIC Information was sent to parents and students prior to the start of school concerning school policies related to (check all that apply): Isolation and quarantine policies as they apply to students who have symptoms or may have been exposed to COVID-19 Options for COVID-19 testing if the student or a family member has symptoms or has been exposed to COVID-19 Who to contact at the school if student has symptoms or may have been exposed How to conduct a symptom check before student leaves home Required use of face coverings ____ Importance of student compliance with physical distancing and infection control policies Changes in academic and extracurricular programming in order to avert risk Changes in school meals in order to avertrisk ONLY food brought from home School policies concerning parent visits to school and advisability of contact the school remotely Importance or providing the school with up-to-date emergency contact information including multiple parent contact options Other: 0 A copy of this protocol is posted at all public entrances to the school. Signage has been posted throughout the school reminding staff and students of policies concerning physical distancing, use of face coverings, and importance of hand washing. Signage is posted at each public entrance of the school informing visitors that they should not enter the facility if they have symptoms of COVID-19. The school has developed and circulated a communication plan in case full or partial closure is required due to a possible cluster of COVID-19 cases. Online outlets of the school (website, social media, etc.) provide clear, up-to-date information about building hours, visitation policies, changes in academic and extracurricular programming, and requirements concerning use of face coverings, physical distancing and hand washing.

E. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES

A plan for updating Individualized Education Plans (IEPs) and 504 Plans of students with special needs has been developed to ensure that education can continue without undue risk to the student.

Online outlets instruct students, parents and teachers on how to contact the school in case of infection

- This plan includes a method for proactive school contact with parents at the beginning of the school year to assure that issues related to the child's education and safety are being addressed.
- Modifications to individual IEPs and 504 plans may involve remote learning, modifications to the classroom to accommodate student needs, school attendance in a separate area with few

or exposure.



students, or a hybrid approach combining in-class and remote learning.

Steps taken to modify IEPs and 504 plans to assure student safety comply with relevant provisions of state and federal law.

Administrative services or operations that can be offered remotely (e.g., class registration, form submission, etc.) have been moved on-line.

Any additional measures not included above should be listed on separate pages, which the business should attach to this document.

> You may contact the following person with any questions or comments about this protocol:

Business Contact

st. cyprian parish sonool

Name:

Rachelle Plemersma, Pringipal

Phone number:

562.425.7341

Date Last Revised:

10.2020



St. Cyprian Parish School

November 10, 2020

To Whom It May Concern:

The faculty and staff of St. Cyprian Parish School in Long Beach are in favor of opening grades TK-2nd with a waiver through the Los Angeles County Health Department and through the Long Beach City Health Department for in-person instruction.

We have a well devised plan for a safe return and are looking forward to welcoming our students back on campus.

Sincerey,

Rachelle Riemeisma, Principal-
Beth Luyben, Bookkeeper-Beth Luyben
Kim Reince, TK Teacher- Morli Clinco
Katie Provence, TK Aide- Katil (
Amanda Conrique, K Teacher- Mande Conregue
Tamara Heitz, K Aide- Amala Hutz
Ti Ti I III C T I
Lisa Lindgren, 1st Gr. Teacher-
Brittany Turner, 1st Gr. Aide-
Kathy Flaherty, 2nd Gr. Teacher- Kathly M. Habutt
Colin Flaherty, 2 nd Gr. Aide-
Jessica Williams, 4th Gr. Teacher/Vice Principal-

Saint Cyprian Parish School; 5133 East Arbor Road Long Beach, CA 90808; (562) 425-7341



St. Cyprian Parish School

To Whom it May Concern:

On behalf of the Parent Teacher Organization (PTO) at St. Cyprian Parish School, I would like to request the approval of our waiver application to re-open grades TK-2 for in-person instruction. Our school has gone above and beyond State and Local mandated health and safety protocols thus far and has worked beyond belief to prepare the school according to the Los Angeles County Department of Public Health K-12 School re-opening protocol checklist, including plexiglass partitions on every single desk AND spacing every desk and other workstations at least six feet away from one another.

Our child(ren) are losing out on the level of education that we, their parents, choose to pay for as well as the pivotal social interaction needed at their young age(s). Although our teachers are doing a great job with distance learning, the children are just too young to stay engaged and learn virtually.

St. Cyprian school families were asked if they would prefer for their student(s) to attend school on campus and receive in-person instruction or prefer their student(s) to attend school virtually and receive instruction online. The results were overwhelmingly in favor of returning to oncampus and in-person instruction. Furthermore, a significant percentage of our parents are working parents and have childcare needs so they can attend to business matters in support of their families.

Kellie Collins PTO President

folia (ch

Maria James

Amy Mockridge

Terri Smith

Shannon Castro



[Insert Month & Year of Return]

Return to On-Campus Instruction
A Handbook for Parents

St. Cyprian Parish School 5133 E. Arbor Rd. Long Beach, CA 90808 562-425-7341

www.stcyprianschool.org

Return to Campus

As we began the year in distance learning, our faculty and staff were busy preparing our campus for the eventual return to in-person instruction. On [insert date], our school applied through the county for a waiver to allow in-person instruction for grade TK-2. On [insert date], the county approved the request. We are excited to share that our campus will reopen for in-person instruction on [insert date] for students in grade TK-2. While we wish that we were able to welcome back all our students, due to the waiver guidelines, students in 7th and 8th grade will remain in distance learning. However, the teachers will continue to provide an excellent instructional environment and prepare for when we are allowed to welcome them back to campus.

We want to thank all of our school families for the incredible support that you have all shown since March. We are extremely grateful for each and every one of you. We welcome our new families to our growing community, and we look forward to the return of all of our amazing students. Please know that we continue to pray daily for each and every student, family, and faculty and staff members, for their health and safety during this time and always.

We acknowledge that we are still facing the challenges of a pandemic and therefore, we have made adjustments to in-person instruction and on-campus routines to ensure the health and safety of our entire school community. This document outlines the adjustments that we have made in alignment with public health guidelines.

Office Schedule

The office will be open from 7:45am-3:30pm Monday-Thursday, and from 7:45am-1:00pm on Friday.

Visitor Guidelines

- Prior to coming on campus, visitors must call the school office to inform us of their arrival
 and their intention with being on school grounds. They will be asked health screening
 questions while on the phone before being given permission to come.
- Visitors should take their temperature at home before coming to St. Cyprian Parish School.
- Once on campus, visitors must come to the school office to have their temperature checked and logged.
- Visitors and all other adults must wear face coverings on campus at all times. The office will provide a face covering for anyone who does not have a mask.

Exception

- No phone call is necessary if coming onto campus for any Packet Pick-Up Day, Family Emergency, or Special Events.
- We ask that you screen yourself before coming to campus.
- Wash your hands before taking and dropping off packets.
- Practice safe distancing if there is another family/student/adult where you need to be.

On-Campus Schedule for Grades TK-2

We will offer in-person instruction for students in grades TK-2. Based on the guidance from public health,

Cohorting: How students will remain in small, stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.

St. Cyprian School is able to welcome all TK students on campus due to their current enrollment. The day will begin at 8:00 am and end at 2:45pm.

Due to cohorting restrictions, we have designed a hybrid schedule for grade TK-2nd students. This means that students will rotate in fixed cohorts between on-campus and at-home. When on-campus, the students will receive instruction face-to-face in the classroom. When at-home, the students will receive instruction remotely, as they currently are and they have been doing well.

St. Cyprian School will have the hybrid schedule for grades K-2nd as follows: Group 1- on campus from 8:00am-3:00pm on Monday and Wednesday Group 2- on campus from 8:00am-3:00pm on Tuesday and Thursday All students in groups 1 and 2 will take part in distance learning on Friday

St. Cyprian School will have students remain in their grade levels (TK-2nd) with their homeroom teacher and instructional aide throughout each school day. This will reduce the infection possibilities. The desks are facing in one direction towards the teacher and are spaced six feet apart. Each desk has a fixed 24 inch tall plexiglass partition that covers all three sides, from one corner to the other, and passing in the front as well. The students will be able to use their specific labeled desk when they are on campus. It will not be a shared space. They will have their own supplies at all times.

Students will engage in physical activity six feet apart, and they will not share equipment in their designated areas during lunch and recess. Teachers will have their instructional aides on campus to supervise their students on the playground. There are also markers on the asphalt to help with the correct social distancing.

The maintenance staff will wipe down the classrooms during the major breaks of recess and lunch.

Primary Restroom Breaks and Hand Washing				
тк	8:45	10:00	11:30	12:45
К	9:00	10:15	11:45	1:00
1 st	9:15	10:30	12:00	1:15
2 nd	9:30	10:45	12:15	1:30

Primary Snack/Recess/Lunch- Eat Snack/Lunch (Wash Hands Before and After)		
TK	9:30 (Recess)	11:45 (Lunch)
К	9:45 (Recess)	12:00 (Lunch)
1 st	10:00 (Recess)	12:15 (Lunch)
2 nd	10:15 (Recess)	12:15 (Lunch)

	Hybrid Schedule Grades TK-8		
Grade Level	Days and Time	Quantity of Students on Site	Quantity of Students Remote Learning
TK	Monday-Thursday 8:00am-2:45pm	8	0
K- Group 1	Monday/Wednesday 8:00am-3:00pm	12	5
K- Group 2	Tuesday/Thursday 8:00am-3:00pm	12	5
1st- Group 1	Monday/Wednesday 8:00am-3:00pm	15 (3 in EDC room)	4
l³t- Group 2	Tuesday/Thursday 8:00am-3:00pm	15 (3 in EDC room)	4
2 nd - Group 1	Monday/Wednesday 8:00am-3:00pm	12	4
2 nd - Group 2	Tuesday/Thursday 8:00am-3:00pm	12	4

Teachers and Instructional Aides:

TK-

Teacher: Miss Kimberlie Reince

Instructional Aide: Miss Katie Provence

Kindergarten-

Teacher: Miss Amanda Conrique **Instructional Aide:** Mrs. Tamara Heitz

1st Grade-

Teacher: Mrs. Lisa Lindgren

Instructional Aide: Mrs. Brittany Turner

2nd Grade-

Teacher: Mrs. Kathy Flaherty

Instructional Aide: Mr. Colin Flaherty

Distance Learning Option for Grades TK-2

St. Cyprian Parish School will continue to offer distance learning for TK-2nd grade students that may opt to not return to campus or may be required to stay at home due to illness or quarantine.

The instructional schedule for students engaged in distance learning is the same schedule that we are currently using. Students arrive or log in at 8:00am and the school day ends at 2:45pm for TK and at 3:00pm for grades Kindergarten-8th. Each teacher has a daily schedule that we will not interrupt for distance learning. The students at home on the hybrid days, or on a daily basis, will continue to learn with their teacher, classmates, and the instructional aides. The teachers have microphones, webcams, amplifiers, ipads, laptops, and some even incorporate dual computer screens and/or tv screens to see the students and their work. The system is incredible and we intend to continue with what they are familiar with during the instructional time during the day. We will still utilize grouping throughout the day, as this works extremely well within each classroom.

Distance Learning for Grades 3rd-8th

Due to waiver guidelines, students in grades 3rd-8th, will remain in distance learning. We are committed to continuing to provide a robust distance learning program for these students.

Attendance

Student attendance will continue to be taken daily.

- For students on-campus:
 - Attendance will be taken by the teacher and recorded in the school student information system.
 - o If your child is scheduled to be on-campus and will be out for any reason, please call the office by 7:45am to report the absence.
 - o If your child needs to be at home for an extended period due to quarantine, the student will participate in instruction through distance learning. It is your responsibility to communicate and coordinate this with the child's teacher(s). If your child needs to be at home for an extended period due to illness, please coordinate with the administration and teacher.
- For students **at-home** (whether due to cohorting or distance learning):
 - Attendance will be taken when students log into Zoom and/or enter the classroom. There also needs to be some evidence of completed student work in order to be marked "present" for the day.
 - Teachers will record attendance by 3:30pm daily and record it in the school student information system.
 - If your child is unable to participate in the day's at-home learning due to illness or other reasons, please send an email to your teacher with your child's name, grade, date of absence, and an explanation.

Communication

We will continue to primarily communicate through two systems:

- Gradelink- Our Student Information System (SIS) is used to manage student records of the school and communication with families.
- Google Classroom, Seesaw, Class Dojo Each classroom will continue to use a Learning Management System (LMS) to communicate and organize student learning. Teachers will communicate with students through this platform.
 - For students on-campus, assignments will be accessed using the LMS under teacher direction and guidance.
 - For students at-home, weekly assignment schedules will be posted on Google Classroom and Seesaw

Parents are asked to communicate with teachers via email or by calling the school office at 562-425-7341. Please remember that the teachers' priority is time with the students. Now that the majority of our teachers will be engaged in on-campus instruction, they will likely not be able to respond during school hours. However, teachers will respond as soon as possible, but within 24 hours.

Teachers will continue to hold virtual office hours. The purpose of virtual office hours are for students who need help, parents who want to speak with the teacher, connection, and relationship building. The virtual office hours are available through your teacher.

The school administration will continue to provide weekly email communication through Gradelink, titled "Monday News" and through the Remind text messaging app that is used and offered school-wide.

Technology and Device Use

All students, whether on-campus or at-home, are expected to follow our Acceptable Use and Responsibility Policy that was signed as part of the beginning of year paperwork.

On-campus students will continue to utilize technology to engage in learning. Following health and safety guidelines, students will follow the proper use of technology guidelines outlined in the parent handbook and consent forms.

If your child was issued a school device, he/she is expected to bring it to school daily. If your child is using a personal device, he/she may bring it to school under the *Bring Your Own Device* Policy. It is the student's responsibility to charge the device each recess/lunch/evening at home and bring it to school fully charged. It is helpful to turn off the device after charging to minimize the drain on the battery.

COVID-19 Health & Wellness Protocols

In order to minimize the risk of COVID-19 transmission on our campus, and in compliance with the county health mandates, we will be implementing the following plans and protocols. We ask for your cooperation and support.

At-Home Health Screenings

Prior to arriving at school each morning and after returning home each afternoon, please implement certain routines that will assist us in keeping our community healthy. Parents are strongly advised to monitor for symptoms at home and to keep sick children at home until they are fever and vomit free (without medication) for three days. Parents will use the "Student Health Check Log" on a daily basis before coming to campus. This form will be shown to the teacher as they enter the classroom for their arrival screening.

Arrival

We have created arrival protocols that will allow us to efficiently screen students and reduce large gatherings.

Student Arrival:

We will be designating one parking lot, the one on Clark Avenue, as our entrance and exit lot for student arrival. Students may begin arriving on campus at 7:50am. A staff member will be on duty to take the temperature of each child that arrives on campus. They must have their "Student Health Check Log" with them when they arrive to show the staff member. If the child does not have a temperature over 100.4 degrees, they will then be able to exit their car and walk directly to their classroom.

Teacher/Staff Arrival:

Teacher arrival time is between 7:30am-7:45am. Teachers/Staff must use the "Teacher/Staff Health Log" that is provided for them to screen symptoms prior to entering the classrooms.

Arrival Schedule

TK	7:50am-8:00am
К	7:50am-8:00am
1st	7:50am-8:00am
2nd	7:50am-8:00am

Dismissal

We have created dismissal protocols that will allow us to efficiently dismiss students and reduce large gatherings.

Student Dismissal:

Parents will arrive on campus during their designated times to pick up their children. They will wait in designated areas that are outside their classrooms in the quad areas on both sides of the buildings. They will wait their turn to pick up their child and his/her belongings, and they will go directly to their cars once picked up.

Dismissal Schedule

TK	2:45pm-3:00pm
К	3:00pm-3:15pm
1st	3:00pm-3:15pm
2nd	3:00pm-3:15pm

Symptom Monitoring

If a student experiences symptoms during the school day, the teachers and staff will follow the school plan for isolating and contacting the family.

The administration will monitor faculty, staff, and students throughout the day for signs of illness. Students, faculty, and staff with a fever of 100.5 degrees or higher, who show coughing, fatigue, or shortness of breath, or display other COVID-19 symptoms will be sent home.

Any students, faculty, or staff exhibiting symptoms will immediately be required to wait in an isolation area (in the carport in the small quad, or in the EDC room when the weather is too cold) until they can be transported home or to a healthcare facility, as soon as practicable.

Influenza Program

The teachers and staff will provide parents and family members with Influenza information to educate them on the vaccine and give them all of the resources that they need. https://www.cdc.gov/flu/resource-center/toolkit/social-media-toolkit.htm

Face Coverings

The California Department of Public Health (CDPH) states that face coverings are required for all persons on campus, within reason.

- All staff and students are required to wear a clean face, cloth, or disposable, face mask and to keep a physical distance of 6 feet. The face mask must fit securely around the ears and over the nose.
- Everyone entering campus must wear a facial covering and must keep a physical distance of 6 feet.
- While teaching, teachers are encouraged to wear a face shield, provided by the school.
- Medical grade masks, face shields and rubber gloves will be provided for staff members that will care for sick students.
- Students also have access to face coverings if need be on a daily basis.
- All parents are instructed to provide 2 clean face coverings per day for their children.
- The school has a supply of cloth and paper face coverings for students and staff that may have forgotten to bring them.

Staff:

• For staff, the CDPH guidelines state that "All staff must use face coverings following CDPH guidelines unless Cal/OSHA standards require respiratory protection" (p.8). It also says that "In limited situations where a face covering cannot be used for pedagogical or developmental reasons, (i.e., communicating or assisting young children or those with special needs) a face shield can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face-covering outside of the classroom." (p.8). Thus, the staff is required to wear face coverings.

The teachers and staff have developed procedures to help support the proper wearing of face coverings and hygienic storage during snack and lunch.

Students:

- Students will wear face coverings until they are seated six feet apart from their classmates. When distanced, and students are seated, they will be permitted to remove their face covering by the teacher. We ask that you review and reinforce these procedures at home.
- All desks in the classroom have desk shields for added protection for students and teachers.
- All teacher and student desks and work tables are separated by a distance of 6 feet.

Limited Sharing of Furniture, Supplies, and Materials

Due to the possibility that the virus may be transmitted via shared supplies and materials, we have devised a plan to minimize contact exposure.

- Students will be assigned a desk and chair in the classroom.
- They will use the same desk and chair throughout the school day.
- Students cannot share any items among themselves.
- Each child's belongings will be separated and stored in individually labeled storage containers.
- Teachers will have a 'used' box for any items students may have borrowed from the teacher.
- Teachers will consistently wipe down high-use surfaces which may include their own technology, door handles, and desktops.

Physical Distancina Practices

In order to maintain a distance of six feet between students and staff whenever possible, certain alterations have been made to classrooms, hallways, restrooms, and other common spaces.

- All students will remain with their grade level classmates and practice physical distancing
 of 6 feet. Desks are facing in one direction in the classroom and are 6 feet apart.
 Students will engage in physical activity six feet apart, and they will not share equipment
 in their designated areas during recess and lunch breaks. We will have specific teachers
 and instructional aides supervise the students when outside. Teachers will wipe down
 their classrooms during recess and lunch.
- During recess and lunch, activities that provide for physical distancing are encouraged. However, the use of playground equipment will be limited. Students will bring their own items to play with individually during recess and breaks.
- Classrooms will keep windows and doors open in order to allow for fresh air circulation. In addition, teachers will utilize outdoor spaces whenever possible.
- Play spaces will be designated by colored cones corresponding to each grade level.
- There are physical distancing markers through the quad area where the TK-2nd grade classrooms are located to assist with proper distancing when outside.
- Teachers utilize outdoor space for learning as much as possible, weather permitting.
- Students will eat snacks outside on a marker and will eat lunches either at their desks inside the classroom or outside on designated tables and lunch areas.

Health & Hygiene Practices

Students and staff must wash (or sanitize with FDA-approved sanitizers when washing is not possible) their hands and wipe down high-use items and areas at regular intervals. Students and staff will have frequent opportunities to wash their hands for 20 seconds with soap, rubbing thoroughly after application, and using paper towels to dry hands thoroughly. The school disconnected the hand dryers. Frequently scheduled mandatory handwashing breaks or opportunities (especially for younger students) will occur at a minimum:

- before and after eating
- after using the restroom
- after outdoor play
- before and after any group activity
- Students and staff have been trained and reminded frequently on proper hygiene, cleaning, physical distancing protocols, etc.
- We have a clear plan and schedule to ensure that students and staff wash their hands and regularly wipe down high-use items and areas. The plan includes the use of restrooms at designated time, including that no more students will be admitted into a restroom at a time than there are sinks in the restrooms.
- Staff will model and monitor frequent and proper hand washing, especially in lower grades, where bathroom time can reinforce healthy habits. Handwashing is the preferred method for maintaining proper hygiene, but approved hand sanitizers can be found in the classrooms as well.

Cleaning and Disinfection

In preparation for the reopening of campus, the school has been completely cleaned and disinfected. As we begin on-campus instruction, we have implemented a plan to ensure that campus continues to be thoroughly cleaned and disinfected. Commonly touched surfaces, such as doorknobs and railings, will be disinfected frequently throughout the day. All working surfaces and shared objects will be sanitized after each use. In addition, maintenance and custodial staff will do a thorough cleaning of every classroom daily. The chart below includes a reference guide for frequency of cleaning and disinfecting. All cleaning supplies used are in compliance with the lists of approved disinfectants.

Campus Maintenance Procedures, Administrator Reference Guide	
Category	Frequency
Workspace (i.e., classrooms, office)	At the end of each use and day
Appliances (i.e., refrigerators, microwaves)	Daily
Electronic Equipment (i.e., copy machines, shared computers/devices, printers, telephones)	At the end of each use and day
General Used Objects (i.e., handles, light switches)	At least 4 times a day
Student and Teacher Restrooms	Twice a day
Faucets	Twice a day
Common Areas (i.e., Cafeteria, Library, Conference Rooms)	At the end of each use and day

Additional Attestations

Our district/school has obtained sufficient and appropriate personal protective equipment (PPE), as defined by the reopening protocols and California Department of Public Health guidance, for all elementary teachers and staff who will be involved with in-person instruction.

- The teachers and staff will be tested periodically by testing sites. Teachers log their temperature and screening questions daily and submit test results and daily health checks to the principal.
- Parents are encouraged to get the flu vaccination for their children. The goal is for all students and staff to be vaccinated unless contradicted by documented medical exemption for the flu vaccine.
 - Protect the school community from influenza, and co-infection with influenza and COVID-19 viruses
 - Reduce demands on health care facilities
 - Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the school and public health authorities.
- Staff who will be conducting contract tracing activities will complete and online contact tracing course
- St. Cyprian School will submit a Weekly Exposure Form, updating the Long Beach
 Department of Health and Human Services of any positive cases, any exposures, any
 hospitalizations, or deaths on campus, due to COVID-19. The school will submit the form
 electronically weekly.
- I am aware that this from and all supporting documents will be posted publicly on the Long Beach COVID-19 Schools website.

Reporting Positive Cases

If we have a confirmed case of COVID-19 in our school community, we will adhere to the reporting protocols set forth by the CDPH.

Handling a Positive Case of COVID-19

Rachelle Riemersma is the COVID-19 point person who is responsible for:

- establishing and enforcing all COVID-19 safety protocols
- ensuring that staff and students receive education about COVID-19, and
- serving as a liaison to the Department of Public Health in the event of an outbreak on campus.

As stated above, isolation will occur in the school outdoor carport or EDC room when students or employees exhibit symptoms. A plan is in place for disinfecting all affected areas afterward. St. Cyprian School will follow the local public health agency's specific protocols and sample communications.

If there are positive cases of COVID-19, St. Cyprian School will follow all county public health procedures and complete the ADLA COVID-19 Report Form & Instructions to report it to the Archdiocese.

If. St. Cyprian School is contacted by the health department or any other entity with the directive to partially or entirely close, the school will contact the ADLA Assistant Superintendent for guidance and support.

Responding to Positive Cases

After a confirmed case is reported, certain safety protocols must be followed and the information about the case(s) must be appropriately shared with the school community.

Plan for Partial or Full Campus Closure

In the event that St. Cyprian School is required by the county health department to close campus for some or all students, we are prepared to continue to support our students through distance learning instruction.

If St. Cyprian School has a positive COVID-19 case, we will follow all county public health procedures and complete the ADLA COVID-19 Report Form & Instructions to report it to the Archdiocese. Schools located in Los Angele County will follow the Los Angeles County's Exposure Management Plan.

Considerations for Partial or Full Campus Closure

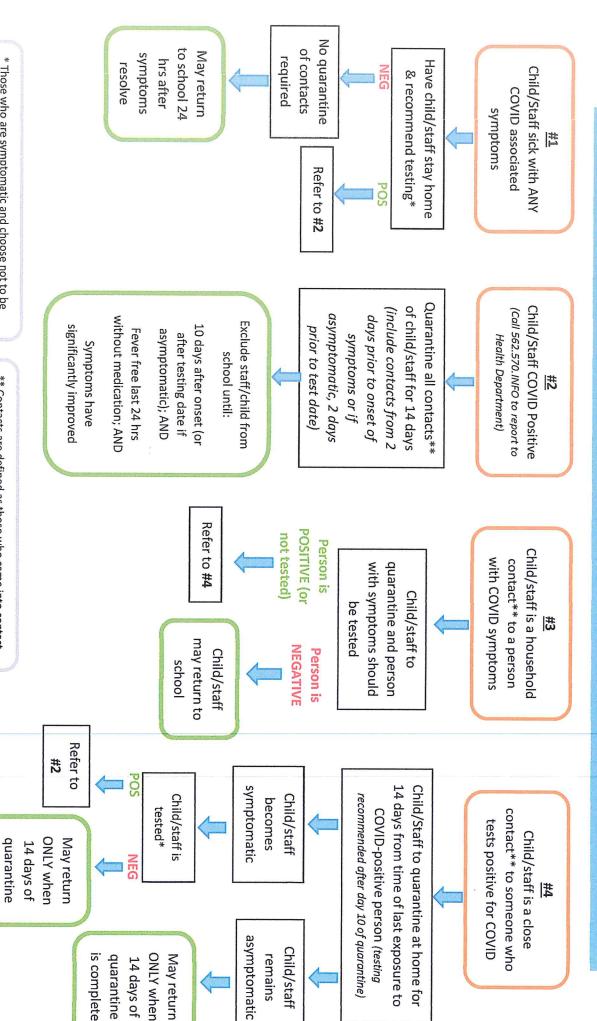
When the school experiences multiple positive cases in 14 days, St. Cyprian School will consult with the Archdiocese and local health officials to consider partial or full closure.

Plan for Partial or Full Campus Closure

The superintendent will inform students, staff, and parents about cases and exposures to COVID-19. The superintendent will review the privacy requirements such as FERPA and HIPAA, before sending out any communication.

St. Cyprian School will follow the Long Beach Health and Human Services COVID-19 Exposure Management Plan, Protocol for K-12 Schools Appendix X2 and the Los Angeles Archdiocese guidelines. The school will use communication to communicate cases of exposure at the school to the Archdiocese.

SCHOOL/CAMP/DAYCARE COVID-19 FLOWCHART



^{*} Those who are symptomatic and choose not to be tested must follow guidelines as if there were positive, as stated in #2. In these cases, testing is strongly encouraged.

is complete



^{**} Contacts are defined as those who came into contact with infected case within 6ft for \$15 min. regardless of face covering; close contact includes cohort member at school, household member, or others.

Exposure Management Plan

School COVID-19 Compliance Task Force

Enforce all COVID-19 safety protocols and collaborate with Department of Public Health (DPH)

Managing Exposure to 1 COVID-19 Case at School

- 1. School notified of 1 confirmed case at school
- 2. Case on Home
- 3. Advise case to get tested & DPH will contact

- 4. Identify close contacts at school
- 5. School consults with DPH
- 6. School notifies contacts of school exposure & DPH will contact case
- 7. School sends general notification to inform school

Managing Exposure to 2 COVID-19 Cases at School 1. Follow steps 1-7 for 1

Managing Exposure to 3+ COVID-19 Cases at School

- 1. If cluster of ≥ 3 cases within 14 days, school notifies DPH
- 2. Follow steps 2-7 for 1 confirmed case
- 3. DPH investigates if outbreak criteria met & works with school

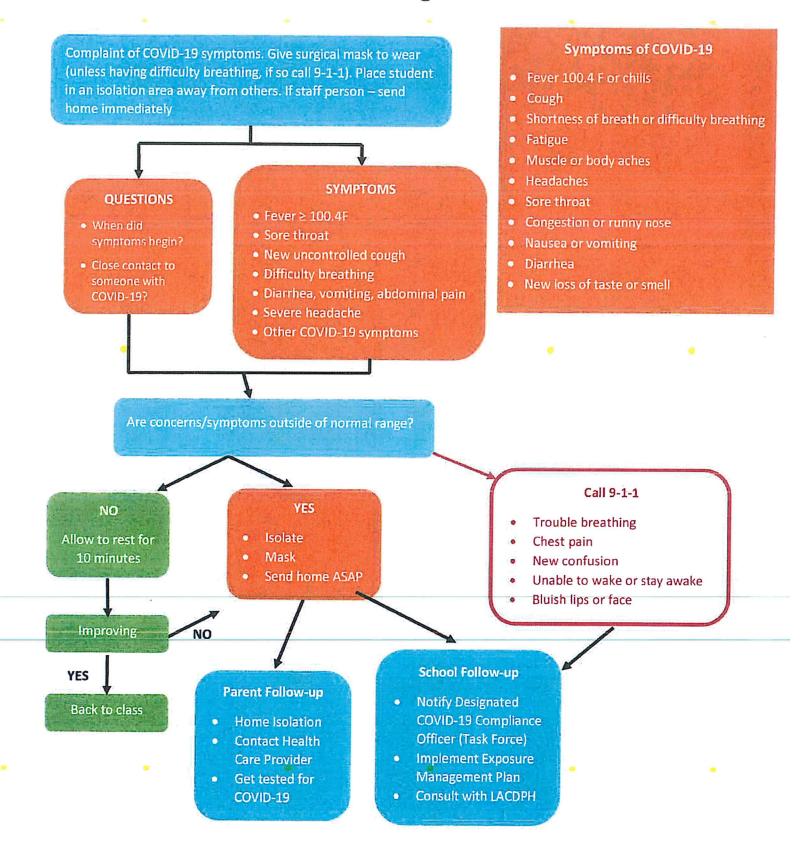
If symptoms of COVID-19 illness occur at school

- outbreak resolved
- 4. School provides updates to DPH until
- Student will wait in isolation area with supervision
- Student given a surgical mask, if available, to wear (if tolerated)
- Arrangements made for parent to pick up student
- School advise parent to contact health care provider and get tested for COVID-19
- School provide information to parent on resources to get tested for COVID-19

Symptoms of COVID-19

- Fever 100.4 F or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headaches
- Sore throat
- Congestion or runny nose.
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

COVID-19 Screening Flow Chart



EXPOSED TO COVID-19 "Now What" Flow Chart

I just found out...

Symptoms of COVID-19

- Fever 100.4 F or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headaches

- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

I'm COVID-19 positive

- Follow Home Isolation instruction
- Stay home, avoid infecting others

May return to school when:

- 24 hours with no fever (no use of fever-reducing medication)
- Other symptoms have improved
- At least 10 days have passed since symptoms first appeared.
- For persons who never developed symptoms, isolation can be discontinued 10 days after date of testing positive

I've been exposed/had close contact with someone who is COVID-19 positive

- Follow Home
 Quarantine instruction
- Contact health care provider
- Get tested for COVID-19
- Self-monitor for COVID-19 symptoms

If test positive for COVID-19

Begin Home Isolation (see steps for COVID-19 positive)

May return to school when:

- · Complete 14 days from
- Home Quarantine for 14 days from last date of exposure
- If test negative for COVID-19, must still complete all 14 days of quarantine

1 have been exposed/had close contact with someone who was exposed to COVID-19

Practice steps to stay healthy:

- Physical distance 6 feet
- Wear a face covering
- Wash hands often with soap & water for 20 seconds or use hand sanitizer with 60% alcohol
- Avoid touching eyes, nose & mouth

May return to school immediately

No restrictions



Your work is essential!

Protect yourself & others from flu and COVID-19 this fall and winter:



MASK UP

Wear a face mask that covers your nose and mouth.
And keep your distance (at least 6 feet) from others when you can.



LATHER UP

Wash your hands often with soap and water. If soap and water aren't available, use an alcohol-based hand sanitizer.



SLEEVE UP

Getting a flu vaccine is more important than ever. Everyone 6 months and older should get a flu vaccine every season.

A flu vaccine can protect you, your loved ones, and your co-workers from flu. You can also protect those around you by staying home if you are sick.

Learn more at cdc.gov/flu





Flu Information



The Flu:





Influenza (also known as flu) is a contagious respiratory illness caused by influenza viruses that infect the nose, throat and lungs. Flu is different from a cold, and usually comes on suddenly. Each year flu viruses cause millions of illnesses, hundreds of thousands of hospital stays and thousands or tens of thousands of deaths in the United States.

Flu can be very dangerous for children. CDC estimates that between 6,000 and 26,000 children younger than 5 years have been hospitalized each year in the United States because of influenza. The flu vaccine is safe and helps protect children from flu.

What parents should know

How serious is flu?

While flu illness can vary from mild to severe, children often need medical care because of flu. Children younger than 5 years and children of any age with certain long-term health problems are at high risk of flu complications like pneumonia, bronchitis, sinus and ear infections. Some health problems that are known to make children more vulnerable to flu include asthma, diabetes and disorders of the brain or nervous system.

How does flu spread?

Flu viruses are thought to spread mainly by droplets made when someone with flu coughs, sneezes or talks. These droplets can land in the mouths or noses of people nearby. A person also can get flu by touching something that has flu virus on it and then touching their mouth, eyes, or nose.

What are flu symptoms?

Flu symptoms can include fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills, feeling tired and sometimes vomiting and diarrhea (more common in children than adults). Some people with the flu will not have a fever.



Protect your child

How can I protect my child from flu?

The first and best way to protect against flu is to get a yearly flu vaccine for yourself and your child.

- Flu vaccination is recommended for everyone 6 months and older every year. Flu shots and nasal spray flu vaccines are both options for vaccination.
- It's especially important that young children and children with certain long-term health problems get vaccinated.
- Caregivers of children at high risk of flu complications should get a flu vaccine. (Babies younger than 6 months are at high risk for serious flu complications, but too young to get a flu vaccine.)
- Pregnant women should get a flu vaccine to protect themselves and their baby from flu. Research shows that flu vaccination protects the baby from flu for several months after birth.
- Flu viruses are constantly changing and so flu vaccines are updated often to protect against the flu viruses that research indicates are most likely to cause illness during the upcoming flu season.

Is flu vaccine safe?

Flu vaccines are made using strict safety and production measures. Millions of people have safely received flu vaccines for decades. Flu shots and nasal spray flu vaccines are both options for vaccination. Different types of flu vaccines are licensed for different ages. Each person should get one that is appropriate for their age. CDC and the American Academy of Pediatrics recommend an annual flu vaccine for all children 6 months and older.

What are the benefits of getting a flu vaccine?

- A flu vaccine can keep you and your child from getting sick. When vaccine viruses and circulating viruses are matched, flu vaccination has been shown to reduce the risk of getting sick with flu by about half.
- Flu vaccines can keep your child from being hospitalized from flu. One recent study showed that flu vaccine reduced children's risk of flu-related pediatric intensive care unit admission by 74%.

- Flu vaccine can prevent your child from dying from flu. A study using data from recent flu seasons found that flu vaccine reduced the risk of flu-associated death by half among children with high risk medical conditions and by nearly two-thirds among children without medical conditions.
- Flu vaccination also may make your illness milder if you do get sick.
- Getting yourself and your child vaccinated also can protect others who may be more vulnerable to serious flu illness, like babies and young children, older people, and people with certain long-term health problems.

What are some other ways I can protect my child against flu?

In addition to getting a flu vaccine, you and your child should take everyday actions to help prevent the spread of germs.

Stay away from people who are sick as much as possible to keep from getting sick yourself. If you or your child are sick, avoid others as much as possible to keep from infecting them. Also, remember to regularly cover your coughs and sneezes, wash your hands often, avoid touching your eyes, nose and mouth, and clean surfaces that may be contaminated with flu viruses. These everyday actions can help reduce your chances of getting sick and prevent the spread of germs to others if you are sick. However, a yearly flu vaccine is the best way to prevent flu illness.

If your child is sick

What can I do if my child gets sick?

Talk to your doctor early if you are worried about your child's illness.

Make sure your child gets plenty of rest and drinks enough fluids.

If your child is 5 years or older and does not have a longterm health problems and gets flu symptoms, including a fever and/or cough, consult your doctor as needed.

Children younger than 5 years of age — especially those younger than 2 years — and children with certain long-term health problems (including asthma, diabetes and disorders of the brain or nervous system), are at high risk of serious flu complications. Call your doctor or take your child to the doctor right away if they develop flu symptoms.

What if my child seems very sick?

Even healthy children can get very sick from flu. If your child is experiencing the following emergency warning signs, you should go to the emergency room:

- Fast breathing or trouble breathing
- Bluish lips or face

- Ribs pulling in with each breath
- Chest pain
- Severe muscle pain (child refuses to walk)
- Dehydration (no urine for 8 hours, dry mouth, no tears when crying)
- Not alert or interacting when awake
- Seizures
- Fever above 104°F
- In children less than 12 weeks, any fever
- Fever or cough that improve but then return or worsen
- Worsening of chronic medical conditions

This list is not all inclusive. Please consult your medical provider for any other symptom that is severe or concerning.

Is there a medicine to treat flu?

Yes. Antiviral drugs are prescription medicines that can be used to treat flu illness. They can shorten your illness and make it milder, and they can prevent serious complications that could result in a hospital stay. Antivirals work best when started during the first 2 days of illness. Antiviral drugs are recommended to treat flu in people who are very sick (for example, people who are in the hospital) or people who are at high risk of serious flu complications who get flu symptoms. Antivirals can be given to children and pregnant women.

How long can a sick person spread flu to others?

People with flu may be able to infect others from 1 day before getting sick to up to 5 to 7 days after. Severely ill people or young children may be able to spread the flu longer, especially if they still have symptoms.

Can my child go to school, day care, or camp if he or she is sick?

No. Your child should stay home to rest and to avoid spreading flu to other children or caregivers.

When can my child go back to school after having flu?

Keep your child home from school, day care, or camp for at least 24 hours after their fever is gone. (The fever should be gone without the use of a fever-reducing medicine.) A fever is defined as 100°F (37.8°C)* or higher.

*Many authorities use either 100 (37.8 degrees Celsius) or 100.4 F (38.0 degrees Celsius) as a cut-off for fever, but this number can vary depending on factors such as the method of measurement and the age of the person.



A Strong Defense Against Flu: **Get Vaccinated!**





The best way to protect yourself and your loved ones against influenza (flu) is to get a flu vaccine every flu season. Flu is a contagious respiratory disease that can lead to serious illness, hospitalization, or even death. CDC recommends everyone six months and older get an annual flu vaccine.

What are some key reasons to get a flu vaccine?

- Every year, flu vaccination prevents illnesses, medical visits, hospitalizations, and deaths.
- Flu vaccination also is an important preventive tool for people with chronic health conditions. For example flu vaccination has been associated with lower rates of some cardiac events among in people with heart disease.
- Vaccinating pregnant women helps protect them from flu illness and hospitalization, and also has been shown to help protect the baby from flu infection for several months after birth, before the baby can be vaccinated.
- A 2017 study showed that flu vaccine can be life-saving in children.
- While some people who get vaccinated still get sick, flu vaccination has been shown in several studies to reduce severity of illness.

Why is it important to get a flu vaccine EVERY year?

- Flu viruses are constantly changing, so flu vaccines may be updated from one season to the next to protect against the viruses that research suggests will be common during the upcoming flu season.
- Your protection from a flu vaccine declines over time.
 Yearly vaccination is needed for the best protection.





What kinds of flu vaccines are recommended?

There are several licensed and recommended flu vaccine options this season:

- Standard dose flu shots made from virus grown in eggs.
- Shots made with adjuvant and <u>high dose</u> for older adults.
- Shots made with virus grown in cell culture instead of eggs.
- Shots made using a recombinant vaccine production technology that does not require the use of a flu virus.
- Live attenuated influenza vaccine (LAIV, the nasal spray vaccine), which is made with live, weakened influenza viruses. It is an option for people 2 through 49 years of age who are not pregnant.

Is the flu vaccine safe?

Flu vaccines have a good safety record. Hundreds of millions of Americans have safely received flu vaccines over the past 50 years. Extensive research supports the safety of seasonal flu vaccines. Each year, CDC works with the U.S. Food and Drug Administration (FDA) and other partners to ensure the highest safety standards for flu vaccines. More information about the safety of flu vaccines is available at www.cdc.gov/flu/protect/vaccine/vaccinesafety.htm.

What are the side effects of flu vaccines?

Flu shots: Flu shots are made using killed flu viruses (for inactivated vaccines), or without flu virus at all (for the recombinant vaccine). So, you cannot get flu from a flu shot. Some minor side effects that may occur include soreness, redness and/or swelling where the shot was given, low grade fever, and aches.

Nasal spray flu vaccines: The viruses in nasal spray flu vaccines are weakened and do not cause the severe symptoms often associated with influenza illness. For adults, side effects from the nasal spray may include runny nose, headache, sore throat, and cough. For children, side effects may also include wheezing, vomiting, muscle aches, and fever.

If these problems occur, they are usually mild and go away on their own, but serious reactions are also possible. Almost all people who receive flu vaccine have no serious problems from it.

When and Where to get vaccinated?

You should get a flu vaccine by the end of October. However, as long as flu viruses are circulating, vaccination should continue throughout flu season, even in January or later.

Flu vaccines are offered in many doctors' offices and clinics. Flu vaccine is available in many other locations, including health departments, pharmacies, urgent care clinics, health centers, and travel clinics. Vaccines may also be offered at your school, college health center, or workplace. Visit: www.vaccinefinder.org at to find a flu vaccination clinic near you.

For more information, visit: www.cdc.gov/flu or call 1-800-CDC-INFO



COURSE CERTIFICATE



Rachelle Riemersma

Nov 11, 2020

has successfully completed

COVID-19 Contact Tracing

an online non-credit course authorized by Johns Hopkins University and offered through Coursera

and of the

Dr. Emily S. Gardoy, Arrochitz Scienti e Department of Endermology, Verify at coursera.org/verify/83TXSGWYHX3N Course a has continued the identity of this individual and them participation in the course